



**Meeting Time & Place:** Tuesday, May 3<sup>rd</sup>, 2011, 8:30 a.m., Big Sky Bistro, Polson.

**In Attendance:** Theresa Jones from St. Luke Community Healthcare Network; Debbie Krantz, Whitney Cantlon, and Todd Erickson from Lake County Job Service; Jessie Miller, from First Citizens Bank; Jessie Going from S & K Electronics; Marilyn Becker from Office of Public Assistance; Donna Mitchell and Shelly Fyant from Kicking Horse Job Corps; Gib Turner from Lake County Community Development; and Karen Dellwo from First Interstate.

**Speaker Topic:** Showed short video, News Hour w/ Jim Lehrer: Generation Next: The Workplace. This video demonstrated the difference between the “next generation” (generation Y) and previous generations in the workforce. It provided examples of how some corporations are catering to Gen Y and retaining those employees by offering things like interest testing, telecommuting, etc. This video is available for check out and more information can be found online at <http://www.pbs.org/newshour/generation-next/documentary/>.

**Treasurer’s Report:** Jessie: Our current balance is \$3,592.75. Recently received checks for Tim Gard workshop registrations, but those have yet to be deposited.

**Old Business:**

**Review/Approve Minutes:** Two changes were suggested for last month’s minutes. Theresa asked that her name be added to the list of attendees and that we correct the meeting date. Gib motioned to approve the minutes with those changes, Shelly seconded the motion. The motion passed.

**Fall Workshop Ideas:** Todd reminded everyone that we will not have a local ABC Clinic in the fall, which was our primary money maker for the scholarship. A suggestion for a fall workshop had been brought up in the past and we need to revisit that. Todd proposed looking into two speaker options; Nan Russell or Bob Marsenich. The Workshop Committee will meet after the Tim Gard workshop to see what our financial situation is and whether we could afford two workshops in one year. Marilyn suggested going with a topic that we could get SHRM certification for, as that might be a good selling point.

**Tim Gard Update:** We currently have about 75 people signed up for the workshop. KwaTaqNuk is looking to send about 40 people. Whitney asked everyone in JSEC to help market the training and recruit businesses. Karen and Marilyn offered to help with check-ins that morning. At Theresa’s suggestion, Todd and Whitney plan to write up a survey to hand out at the end of the training, asking attendees for future workshop ideas

and how they heard about the workshop. That way we will have suggestions for this fall's or next year's workshop and learn what marketing is working and what didn't work as well. We budgeted \$400 for marketing and have spent \$300 on radio ads and \$62.40 on an ad through the Valley Journal.

#### **New Business:**

**MSEC Update:** Todd: MSEC recently held their conference in April. Todd contacted Pam Watson, our State MSEC Coordinator, for a conference summary. Pam reported that "with help from a facilitator that [MSEC] hired, [they] have put together a list of tasks and objectives to begin working on in the next 6 months. A copy of the minutes will be posted to the website when complete, and an email notice will go out to all JSEC coordinators and MSEC members (JSEC Chairs) advising they are available for review." These notes will be available on the MSEC website (<http://wsd.dli.mt.gov/msec/default.asp>). Debbie mentioned that the conference was paired with Crucial Conversations and Employee Performance Training, which were well received. We were not able to send anyone this year, due to timing, but hope to send someone next year. Debbie also mentioned that our scholarship recipient, LaGlen Mitchell, was *not* selected for the state wide Fred Unmack Scholarship. Whitney will find out whether MSEC is going to notify her or if we need to do so.

**Resources:** Todd reviewed new resources available to employers for check out. Information about this is available in our spring newsletter (attached). Job Service also plans to update their resources brochure and will forward that on to the committee. Some of the new resources include "Give 'Em the Pickle" and "Everyday Creativity." Theresa suggested that we watch some of these resources at JSEC meetings, to see whether any of the committee members would have a use for them. We will watch "Everyday Creativity" at our next meeting (run time 22 minutes). According to the video's website, <http://www.everydaycreativityfilm.com/>, "Everyday Creativity teaches a surprising truth about creativity: that it's not a magical, mysterious occurrence, but a ready tool that enables you to look at the ordinary and see the extraordinary. Hosted by photojournalist Dewitt Jones, this best selling training program shares Dewitt's inspirational stories, memorable locations, and stunning examples of his work. You'll feel inspired and encouraged to apply his simple, yet powerful life techniques to your everyday challenges. Viewers will learn that creativity is not about being artistic, but about having the right attitude!"

**Brown Bag Series:** Todd has been presenting monthly on the 12 Danger Zones, including Hiring, Firing, Wage & Hour Issues, etc. His next presentation will be Wednesday, May 11<sup>th</sup>, from 12:00 p.m. to 1:00 p.m. at the Polson Library. This training is free of charge. Just bring your brown bag lunch and coffee/cookies will be provided. The topic this month is Sexual Harassment. This is a great marketing opportunity for JSEC, SHRM, and the Chamber. Theresa asked whether the information still applies to businesses, given all of the changes in FMLA and the ADA. Todd explained that the Danger Zones videos are broad enough to still be applicable and he brings along documentation of policy changes and federal sites for employers. These DVD resources are also available for employer check-out. Please let Todd know if you're interested.

**Manager's Report:** Debbie reminded everyone about the Women for Wellness Health Fair at SKC next Thursday, May 12<sup>th</sup>, from 10 a.m. to 5 p.m. Various services will be offered, including free health screenings, health information, fitness demonstrations, and product samples. She also let everyone know about the new Energy internship through ServeMT (see attachments). A 200 hour internship could yield up to \$2,000 for college tuition. Please visit the website for more information (<http://energyintern.com/>). Debbie also mentioned a Department of Labor and Industry website, [www.suvivingalayoff.mt.gov](http://www.suvivingalayoff.mt.gov). This website provides information on how to file for Unemployment Insurance, how to make budget adjustments, how to update your skills, etc. Brochures are available through the Job Service. Lastly, she passed out a new GED brochure, from [www.montanagednow.mt.gov](http://www.montanagednow.mt.gov). This brochure lists how someone can benefit from completing their GED and provides links for more information. These brochures are also available through the Job Service. Job Service is staying in close contact with Sidney Job Service to try to fill positions they have available and have not been able to fill. The problem so far has been that very few housing options are available, and that is something they are trying to work out. Marilyn mentioned that these jobs should be marketed to the areas with highest unemployment, such as Lincoln and Sanders County.

**Member Update:** Theresa let everyone know that St. Luke's is posting an HR Assistant position. Her assistant has given notice and her last day will be June 1<sup>st</sup>. Hours will be 8:00 a.m. to 4:30 p.m. Monday through Friday. Theresa prefers someone with experience in payroll, FLEX management, and Workman's Comp. They must also be computer knowledgeable and possess great customer service skills. The posting will close on 5/13/11.

**Next Meeting:** Tuesday June 7<sup>th</sup>, 8:30 a.m. Big Sky Bistro.